15 FAM 230
ALLOCATING RESIDENTIAL SPACE

(CT:OBO-34; 10-18-2013)
(Office of Origin: OBO)

15 FAM 231 POOLED HOUSING

(CT:OBO-34; 10-18-2013)

All U.S. Government-held leased housing is considered pooled for purposes of assignment, except designated residences.

15 FAM 232 ALLOCATING U.S. GOVERNMENT-OWNED (GO) RESIDENTIAL SPACE

(CT:OBO-34; 10-18-2013)

Each post will establish a policy to ensure equitable distribution of existing U.S. Government-owned (GO) properties among the direct-hire employees of foreign affairs agencies and the Defense Intelligence Agency (DIA) at post. This policy is guided by the principles outlined in 15 FAM 261.

15 FAM 233 ALLOCATING LEASED RESIDENTIAL SPACE

(CT:OBO-34; 10-18-2013)

The post will assign leased residences to best meet the overall interests of the U.S. Government, post needs, and professional and personal needs of all U.S. citizen personnel under chief-of-mission authority (including contractors where housing is guaranteed in their contracts), regardless of agency affiliation. Agencies pay rent for *all leased* housing that their employees occupy. When an employee transfers, the post interagency housing board (IAHB) may assign personnel of one agency to residential quarters previously funded by another agency, with subsequent shifts in funding responsibility (see 15 FAM 164).

15 FAM 234 PREASSIGNING HOUSING

(CT:OBO-34; 10-18-2013)

To the extent possible, the IAHB should assign all new employees to appropriate housing, as provided under the interagency housing policy, prior to their arrival at post. Communication with the employee will enable post management and the post IAHB to consider employee preferences and needs in making these assignments. Effective management of a U.S. Government leasing program will minimize costly temporary lodging allowance (TLA) and related expenses, as well as the carrying cost of vacant units.

15 FAM 235 DESIGNATED AND DEDICATED HOUSING

15 FAM 235.1 Designated Residences

(CT:OBO-34; 10-18-2013)

Residences, whether U.S. Government-owned *or* leased, must be designated for the ambassador, deputy chief of mission (DCM), consul general or consul (when principal officer (PO)), U.S. representative to an international organization abroad (when PO), and Marine security guard detachment. Such properties are exempt from the space standards outlined in 15 FAM.

15 FAM 235.2 Designating a Residence

(CT:OBO-34; 10-18-2013)

a. Post must obtain Bureau of Overseas Buildings Operations (OBO) concurrence prior to designating any residence, whether U.S. Government-owned *or leased,* as the residence for the ambassador, DCM, consul general or consul (when PO), U.S. representative to an international organization abroad (when PO), or Marine security guard detachment.

b. Whether the proposed designated residence is to be acquired through purchase or lease, post must furnish OBO with floor plans, site plans, photographs, and other information as required to facilitate a multi-disciplinary evaluation of the proposed property. OBO, in consultation with the Bureau of Diplomatic Security (DS) and the appropriate regional bureau, will determine if the proposed designated residence meets the following criteria:

   (1) Requirements for representational space standards and suitability;

   (2) Barrier-free access standards (see 15 FAM 264.3);

   (3) Security standards;

   (4) Safety, health, and environmental standards and requirements (see 15 FAM 252.5);

(5) OBO funding for furniture and furnishings;

(6) OBO funding for purchase *or* lease;

(7) DS funding for security upgrades; and

(8) Regional bureau funding for official residence expense (ORE) support.

15 FAM 235.3 Dedicated Housing

(CT:OBO-34; 10-18-2013)

The senior representative of each foreign affairs agency (U.S. Agency for International Development (USAID), Foreign Agriculture Service of the Department of Agriculture (FAS), and the Department of Commerce (DOC)) and the senior Defense official/Defense attaché (SDO/DATT) will receive housing within the standards for a family of four at the grade tier corresponding to the position (see 15 FAM 262), unless the family size exceeds four. If the family size exceeds four and cannot be housed in the dedicated house, then post should obtain approval to lease the appropriate sized house through the lease-waiver process (see 15 FAM 321 and 15 FAM 322).

15 FAM 236 PRIVATE LEASES

(CT:OBO-34; 10-18-2013)

Privately leased housing acquired by civilian employees under the living quarters allowance (LQA) program and military personnel under the overseas housing allowance (OHA) program is governed by the same space standards as U.S. Government-held housing and must meet the residential security standards outlined in 12 FAM 330. Units proposed for private leases must be approved in advance by the post IAHB, the COM, and the regional security officer/post security officer (RSO/PSO) following 12 FAM procedures, and the post occupational safety and health officer (POSHO) following 15 FAM 252.5.

15 FAM 237 DETERMINING RESIDENTIAL SPACE AUTHORIZATIONS

(CT:OBO-34; 10-18-2013)

a. An employee's maximum residential space authorization is based on position rank and family size, adjusted for locality factors. The application of these factors in special circumstances is explained in 15 FAM 264. The maximum space authorizations for residences are defined in 15 FAM Exhibit *237(1)* and 15 FAM Exhibit *237(2);* waiver provisions are found in 15 FAM 312.8 and 15 FAM 322.

b. The space standards established by this subchapter are the maximum allowable

and should not be construed as entitlements or goals to be sought for U.S. Government employees abroad. These regulations are not intended to preclude agencies from adopting smaller space standards for certain categories of personnel in keeping with the nature of their roles in the U.S. Government's conduct of foreign relations.

15 FAM 238 COMPUTING SPACE

(CT:OBO-34; 10-18-2013)

Residential space standards are based on usable living space. See 15 FAM Exhibit *238(1),* 15 FAM Exhibit *238(2),* and 15 FAM Exhibit *238(3)* for details on computing nonresidential and residential net and gross space. If measurements are done in feet, posts should convert and maintain these in metric scale as Federal regulations require.

15 FAM 239 UNASSIGNED

15 FAM Exhibit *237(1)*
Space Standards Charts Shown in Square Feet and Square Meters

(CT:OBO-34; 10-18-2013)

LOCALITY 1

Rank	Number of Occupants				
	1-2	3-4	5-6	7+	
Executive	1700	2146	2465	2592	
	(158)	(199)	(229)	(240)	
Middle	1296	1870	2188	2316	
	(120)	(174)	(203)	(215)	
Standard	1168	1700	1976	2103	
	(109)	(158)	(184)	(195)	

LOCALITY 2 (10 Percent Increase over Locality 1)

Rank	Number of Occupants				
	1-2	3-4	5-6	7+	
Executive	1870	2361	2712	2852	
	(174)	(219)	(252)	(265)	
Middle	1426	2057	2408	2548	
	(132)	(191)	(224)	(237)	
Standard	1286	1870	2174	2314	
	(119)	(174)	(202)	(215)	

LOCALITY 3 (10 Percent Increase over Locality 2)

Rank	Number of Occupants				
	1-2	3-4	5-6	7+	
Executive	2057	2597	2983	3137	
	(191)	(241)	(277)	(291)	
Middle	1568	2263	2648	2803	
	(146)	(210)	(246)	(260)	
Standard	1414	2057	2391	2546	
	(131)	(191)	(222)	(237)	

15 FAM Exhibit *237(2)*
Post Locality Types

(CT:OBO-34; 10-18-2013)

Posts not listed will be given the highest rating shown for their country.

COUNTRY	POST NAME	LOCALITY TYPE
AFGHANISTAN	KABUL	3
ALBANIA	TIRANA	3
ALGERIA	ALGIERS	3
ANGOLA	LUANDA	3
ARGENTINA	BUENOS AIRES	1
ARMENIA	YEREVAN	3
AUSTRALIA	CANBERRA	1
AUSTRALIA	MELBOURNE	1
AUSTRALIA	PERTH	1
AUSTRALIA	SYDNEY	1
AUSTRIA	VIENNA	1
AZERBAIJAN	BAKU	3
BAHAMAS, THE	NASSAU	2
BAHRAIN	MANAMA	3
BANGLADESH	DHAKA	3
BARBADOS	BRIDGETOWN	2
BELARUS	MINSK	3
BELGIUM	BRUSSELS	1
BELIZE	BELMOPAN	3
BENIN	COTONOU	3
BERMUDA	HAMILTON	1
BOLIVIA	LA PAZ	3
BOSNIA-HERZEGOVINA	SARAJEVO	*3*
BOTSWANA	GABORONE	2
BRAZIL	BRASILIA	2
BRAZIL	RECIFE	2
BRAZIL	RIO DE JANEIRO	2
BRAZIL	SAO PAULO	2
BRUNEI	BANDAR SERI BEGAWAN	3
BULGARIA	SOFIA	*2*
BURKINA FASO	OUAGADOUGOU	3
BURMA	RANGOON	3
BURUNDI	BUJUMBURA	3
CAMBODIA	PHNOM PENH	3

COUNTRY	POST NAME	LOCALITY TYPE
CAMEROON	YAOUNDE	3
CANADA	CALGARY	1
CANADA	HALIFAX	1
CANADA	MONTREAL	1
CANADA	OTTAWA	1
CANADA	QUEBEC	1
CANADA	TORONTO	1
CANADA	VANCOUVER	1
CANADA	WINNIPEG	1
CAPE VERDE, REP	PRAIA	3
CENTRAL AFRICAN REP	BANGUI	3
CHAD	N'DJAMENA	3
CHILE	SANTIAGO	2
CHINA, PEOPLE'S REP	BEIJING	3
CHINA, PEOPLE'S REP	CHENGDU	*2*
CHINA, PEOPLE'S REP	GUANGZHOU	*2*
CHINA, PEOPLE'S REP	SHANGHAI	*2*
CHINA, PEOPLE'S REP	SHENYANG	3
COLOMBIA	BOGOTA	3
CONGO, DEM REP	KINSHASA	3
CONGO, REP	BRAZZAVILLE	3
COSTA RICA	SAN JOSE	1
COTE D'IVOIRE	ABIDJAN	*3*
CROATIA	ZAGREB	*1*
CUBA	HAVANA	3
CYPRUS	NICOSIA	2
CZECH REPUBLIC	PRAGUE	*1*
DENMARK	COPENHAGEN	1
DJIBOUTI, REP	DJIBOUTI	3
DOMINICAN REPUBLIC	SANTO DOMINGO	2
EAST TIMOR	DILI	3
ECUADOR	GUAYAQUIL	3
ECUADOR	QUITO	2
EGYPT	ALEXANDRIA	3
EGYPT	CAIRO	3
EL SALVADOR	SAN SALVADOR	3
ERITREA	ASMARA	3
ESTONIA	TALLINN	*2*
ETHIOPIA	ADDIS ABABA	3
FIJI	SUVA	*3*
FINLAND	HELSINKI	*1*
FRANCE	BORDEAUX	1
FRANCE	LILLE	1

COUNTRY	POST NAME	LOCALITY TYPE
FRANCE	LYON	1
FRANCE	MARSEILLE	1
FRANCE	PARIS	1
FRANCE	RENNES	1
FRANCE	STRASBOURG	1
FRANCE	TOULOUSE	1
GABON	LIBREVILLE	3
GAMBIA, THE	BANJUL	3
GEORGIA	TBILISI	3
GERMANY	BERLIN	1
GERMANY	DUSSELDORF	1
GERMANY	FRANKFURT AM MAIN	1
GERMANY	HAMBURG	1
GERMANY	LEIPZIG	1
GERMANY	MUNICH	1
GHANA	ACCRA	3
GREECE	ATHENS	1
GREECE	THESSALONIKI	1
GRENADA	ST. GEORGE'S	3
GUATEMALA	GUATEMALA CITY	2
GUINEA	CONAKRY	3
GUINEA-BISSAU	BISSAU	3
GUYANA	GEORGETOWN	3
HAITI	PORT-AU-PRINCE	3
HOLY SEE, THE	VATICAN CITY	1
HONDURAS	TEGUCIGALPA	3
HONG KONG	HONG KONG	1
HUNGARY	BUDAPEST	*1*
ICELAND	REYKJAVIK	2
INDIA	KOLKATA	3
INDIA	HYDERABAD	3
INDIA	CHENNAI	3
INDIA	MUMBAI	3
INDIA	NEW DELHI	3
INDONESIA	JAKARTA	3
INDONESIA	MEDAN	3
INDONESIA	SURABAYA	3
IRAQ	BAGHDAD	3
IRELAND	DUBLIN	1
ISRAEL	TEL AVIV	*1*
ITALY	FLORENCE	1
ITALY	MILAN	1
ITALY	NAPLES	1

COUNTRY	POST NAME	LOCALITY TYPE
ITALY	ROME	1
JAMAICA	KINGSTON	3
JAPAN	FUKUOKA	2
JAPAN	NAGOYA	*1*
JAPAN	NAHA, OKINAWA	*1*
JAPAN	OSAKA-KOBE	*1*
JAPAN	SAPPORO	*1*
JAPAN	TOKYO	1
JERUSALEM	JERUSALEM	2
JORDAN	AMMAN	3
KAZAKHSTAN	ALMATY	3
KAZAKHSTAN	ASTANA	3
KENYA	NAIROBI	3
KOREA	SEOUL	1
KOSOVO	PRISTINA	3
KUWAIT	KUWAIT	3
KYRGYZSTAN	BISHKEK	3
LAOS	VIENTIANE	3
LATVIA	RIGA	*2*
LEBANON	BEIRUT	3
LESOTHO	MASERU	3
LIBERIA	MONROVIA	3
LIBYA	TRIPOLI	3
LITHUANIA	VILNIUS	*2*
LUXEMBOURG	LUXEMBOURG	1
MACEDONIA	SKOPJE	3
MADAGASCAR	ANTANANARIVO	3
MALAWI	LILONGWE	*3*
MALAYSIA	KUALA LUMPUR	2
MALI	BAMAKO	3
MALTA	VALLETTA	2
MARSHALL ISLANDS	MAJURO	3
MAURITANIA	NOUAKCHOTT	3
MAURITIUS	PORT LOUIS	2
MEXICO	CIUDAD JUAREZ	2
MEXICO	GUADALAJARA	2
MEXICO	HERMOSILLO	2
MEXICO	MATAMOROS	*2*
MEXICO	MERIDA	2
MEXICO	MEXICO CITY	2
MEXICO	MONTERREY	2
MEXICO	NOGALES	2
MEXICO	NUEVO LAREDO	*2*

COUNTRY	POST NAME	LOCALITY TYPE
MEXICO	TIJUANA	2
MICRONESIA	KOLONIA	3
MOLDOVA	CHISINAU	3
MONGOLIA	ULAANBAATAR	3
MONTENEGRO	PODGORICA	3
MOROCCO	CASABLANCA	2
MOROCCO	RABAT	2
MOZAMBIQUE	MAPUTO	3
NAMIBIA	WINDHOEK	2
NEPAL	KATHMANDU	3
NETHERLANDS	AMSTERDAM	1
NETHERLANDS	THE HAGUE	1
NETHERLANDS ANTILLES	CURACAO	2
NEW ZEALAND	AUCKLAND	1
NEW ZEALAND	WELLINGTON	1
NICARAGUA	MANAGUA	3
NIGER	NIAMEY	3
NIGERIA	ABUJA	3
NIGERIA	LAGOS	3
NORWAY	OSLO	1
OMAN	MUSCAT	3
PAKISTAN	ISLAMABAD	3
PAKISTAN	KARACHI	3
PAKISTAN	LAHORE	3
PAKISTAN	PESHAWAR	3
PALAU, REP	KOROR	3
PANAMA	PANAMA CITY	2
PAPUA NEW GUINEA	PORT MORESBY	3
PARAGUAY	ASUNCION	2
PERU	LIMA	*2*
PHILIPPINES	MANILA	3
POLAND	KRAKOW	*2*
POLAND	WARSAW	2
PORTUGAL	LISBON	1
PORTUGAL	PONTA DELGADA	*2*
QATAR	DOHA	3
ROMANIA	BUCHAREST	*2*
ROMANIA	CLUJ-NAPOCA	*2*
RUSSIA	ST. PETERSBURG	3
RUSSIA	MOSCOW	3
RUSSIA	VLADIVOSTOK	3
RUSSIA	YEKATERINBURG	3
RWANDA	KIGALI	3

COUNTRY	POST NAME	LOCALITY TYPE
SAMOA	APIA	3
SAUDI ARABIA	DHAHRAN	3
SAUDI ARABIA	JEDDAH	3
SAUDI ARABIA	RIYADH	3
SENEGAL	DAKAR	3
SERBIA	BELGRADE	*2*
SIERRA LEONE	FREETOWN	3
SINGAPORE	SINGAPORE	1
SLOVAKIA	BRATISLAVA	*1*
SLOVENIA	LJUBLJANA	*1*
SOMALIA	MOGADISHU	3
SOUTH AFRICA	CAPE TOWN	*2*
SOUTH AFRICA	DURBAN	*2*
SOUTH AFRICA	JOHANNESBURG	*3*
SOUTH AFRICA	PRETORIA	*3*
SPAIN	BARCELONA	1
SPAIN	MADRID	1
SRI LANKA	COLOMBO	3
SUDAN	KHARTOUM	3
SURINAME	PARAMARIBO	3
SWAZILAND	MBABANE	2
SWEDEN	STOCKHOLM	1
SWITZERLAND	BERN	1
SWITZERLAND	GENEVA	1
SYRIA	DAMASCUS	3
TAJIKISTAN	DUSHANBE	3
TANZANIA	DAR ES SALAAM	3
THAILAND	BANGKOK	2
THAILAND	CHIANG MAI	*2*
TOGO	LOME	3
TRINIDAD & TOBAGO	PORT-OF-SPAIN	2
TUNISIA	TUNIS	2
TURKEY	ADANA	*2*
TURKEY	ANKARA	2
TURKEY	ISTANBUL	2
TURKMENISTAN	ASHGABAT	3
UGANDA	KAMPALA	3
UKRAINE	KYIV	*2*
UNITED ARAB EMIRATES	ABU DHABI	*2*
UNITED ARAB EMIRATES	DUBAI	*2*
UNITED KINGDOM	BELFAST	*1*
UNITED KINGDOM	EDINBURGH	1

COUNTRY	POST NAME	LOCALITY TYPE
UNITED KINGDOM	LONDON	1
URUGUAY	MONTEVIDEO	2
UZBEKISTAN	TASHKENT	3
VENEZUELA	CARACAS	*3*
VIETNAM	HANOI	3
VIETNAM	HO CHI MINH CITY	3
YEMEN ARAB REPUBLIC	SANAA	3
ZAMBIA	LUSAKA	3
ZIMBABWE	HARARE	3

15 FAM Exhibit *238(1)*
Measuring Space for *Nonresidential* Property

(CT:OBO-34; 10-18-2013)

Net space includes all space used for and related to the function of the property, measured from wall-to-wall inside the structure (e.g., offices, storerooms, workshops, eating and food service/preparation areas, finished storage areas). This includes all such areas that appear under the same Property ID, whether or not incorporated in the same structure.

Net space excludes elevator lobbies, mechanical equipment and generator rooms, transformer vaults, communication vaults, telephone electrical closets, janitor closets and toilets, hallways, stairways and stairwells, elevator shafts, chimney shafts, dumbwaiter shafts and similar installations, inner courtyards or enclosed walkways that lead from one section of a building to another, and outside porches/terraces/balconies. Measure only actual floor space, not open areas that extend through the floor, such as skylights or entryways that are several floors high. Do not measure exterior walls and thicknesses of interior partitions.

Gross space includes all areas on all floors within the normal outside surface of the exterior walls. This includes all nonresidential areas listed above (offices, etc.), all attics and basements, finished or unfinished, if a person can walk upright in them and they are easily accessible (exclude crawl spaces in attics and basements, even if used for storage), parking garages, hallways, enclosed walkways, mechanical rooms that are part of the main structure, stairwells, elevator shafts, chimney shafts, and dumbwaiters or similar installations. Measure these areas as if the actual floor was in existence on each level and there were no stairway, elevator, or other shaft.

Gross space excludes separate, outside generator, uninterruptible power supply (UPS), and other equipment sheds; loading platforms; outside porches, terraces, or parking lots and open (but covered) outside parking.

NOTE: Gross area must be greater than net. All net space is automatically included in gross space. Areas not included in gross should not be included in net area.

15 FAM Exhibit *238(2)*
Measuring Space for Residential Properties

(CT:OBO-34; 10-18-2013)

Net space includes all usable living space on all floors, measured from wall-to-wall within each room: reception rooms, ballrooms, living rooms, dining rooms, bedrooms, kitchens (from wall-to-wall, including cupboard/ counter space), breakfast and eating areas, pantries (unless exclusively storage space), libraries, dens/studies, family and recreation rooms, powder rooms, bathrooms, dressing rooms, enclosed patios/terraces/balconies (if heated/air-conditioned and usable year-round).

Net space excludes open balconies, garages, halls, foyers, stairwells, elevator and chimney shafts, dumbwaiters, domestic staff quarters (only areas specifically designed as such), utility shafts/closets, laundry or household appliance rooms, built-in closets (or space occupied by wardrobes), furnace/fuel rooms, and storage areas. If live-in help occupies space that would otherwise be used by the occupant as living space, this space does not qualify as domestic staff quarters and must be included in the net total. Do not measure exterior walls and thickness of interior partitions when measuring usable space. (If portions of residential space must be used for official storage, post should request a waiver from the Bureau of Overseas Buildings Operations (OBO) to deduct it from net area.)

Gross space includes all areas on all floors within the normal outside surface of the exterior walls, hallways and foyers, attics and basements, finished or unfinished, if a person can walk upright in them and they are easily accessible (exclude crawl spaces in attics and basements), stairwells, elevator and chimney shafts, and dumbwaiters or similar installations. Measure these areas as if the actual floors were in existence on each level and there were no stairway, elevator, or other shaft. Gross space includes mechanical equipment rooms, garages, and servants' quarters that are incorporated in the main structure and part of the residence.

Gross space excludes separate outbuildings (garages, sheds, and domestic staff quarters). If they are significant in size or function, report them as ancillary structures. Gross space also excludes open courtyards or walkways that lead from one building or section of a building to another, loading platforms, outside porches, outside stairs, terraces, parking lots and open, but covered, outside parking.

NOTE: Gross area must be greater than net. All net space is automatically included in gross. Areas not included in gross should not be included in net area.

15 FAM Exhibit *238(3)*
Conversion Table Metric/English Measure

(CT:OBO-34; 10-18-2013)

Gross and net space may be measured in square meters or square feet. Under Federal regulation, the Bureau of Overseas Buildings Operations (OBO) is required to maintain metric measurements. The following table may be helpful in converting.

Square Meters =	**Square Feet**
1	10.764
5	53.800
10	107.600
15	161.400
20	215.200
25	269.000

English and metric measurements:

Square Meters x 10.764 = Square Feet

Square Feet =	**Square Meters**
1	.093
50	4.650
100	9.300
150	13.950
200	18.600

Square Feet x .093 = Square Meters

Fractions should not be carried beyond two decimal places and may be rounded to the nearest whole number.

Land Area Measurements	
1 Hectare =	10,000 Square Meters
1 Hectare =	2.47 Acres
1 Acre =	4,047 Sq. Meters or .4 Hectares
Sq. Meters/4047=	1 Acre